

OECA/EPA/OC
State and Tribal Assistance Grants (STAG) 2000-2001
Nebraska: Improved Public Access to Compliance and Enforcement Milestone Events
Quarters 3 and 4, FY2003 Reports
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**Quarterly Reporting Form for EPA's
Enforcement and Compliance Assurance Grants**

Reporting Period: Year: 2003 Grant Number: EA99797801

1st Oct-Dec (due last working day Jan)

2nd Jan-Mar (due last working day Apr)

3rd Apr-Jun (due last working day Jul)

4th Jul-Sep (due last working day Oct)

I. Information

State and Department: Nebraska Environmental Quality

Title of Project: Improved Public Access to Complaints and Enforcement Actions

Grant Contact Person: Dennis Burling

IT Manager

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Funds Received by State: \$150,000, grant announced around 10/16/2001

EPA Regional Project Officer: Pamela Johnson

Author of report: Dennis Burling

II. Status of Project Milestones

Each milestone for the entire project should be entered into this table at the beginning of the grant period and should appear in every quarterly report (unless it is dropped from the project).

With each quarterly report fill in dates or add milestones as appropriate. If dates or milestones are adjusted in subsequent reports, please indicate this in the comment field or in text below the table.

Major milestones in bold

Project Milestones	Anticipated Completion Date	Completion Date
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Start Project	December 31, 2001	November 2001
Put together team	November, 2001	November 2001
Collect and evaluate all forms	December 2001	December 2001
Review forms	December 2001	April 2002
Develop common complaint form	December 2001	May 2002, modified March 2003
Develop an SOP for complaint process	December 2001	June 2002
Complete the design and process steps	March 31, 2002	
Develop a web interface for complaint form		May/June 2002
Develop procedures for web submitted complaint		
Web forms available		
Test web form and process with agency staff		
Complete the web design, process, and testing	May 1, 2002	
Place form and appropriate instructions on web		
Announce availability of form		
Make forms available on agency web page	June 30, 2002	
Design interface between IIS and web process		March/April 2003
Evaluate types of complaints & need for IIS info		March/April 2003
Determine if complaints should be pre-filled or just feed IIS		
Complete design for interoperability with IIS	August 15, 2002	
Develop application for complaint interface		
Test application		
Test interoperability with IIS	September 30, 2002	
Install application and test		
Complete complaint portion of project	October, 2002	

Major milestones in bold

Project Milestones	Anticipated Completion Date	Completion Date
Start Project	December 31, 2001	November 2001
Put together team	November, 2001	November 2001
Collect and evaluate all forms	December 2001	December 2001
Review forms	December 2001	April 2002

Develop common complaint form	December 2001	May 2002, modified March 2003
Develop an SOP for complaint process	December 2001	June 2002
Agency equipment and network upgrades	December 2002	December 2002
Complete the web design and interoperability with IIS process steps	August 15, 2003	
Design agency wide notification/complaint system		October 2003
Develop application (contract programming)	January 2004	
Test application	February 2004	
Test application with agency staff		
Install application on agency web page	March 2004	
Complete complaint portion of project	April 2004	

III. Status of Project Completion.

Anticipated project completion date: *April to June 2004*

If this anticipated date is later than the date reported on the last report, please explain.

The anticipated dates have been changed based on our modified design procedure to include the complaint form process and interoperability with IIS at the same time. In addition, we included all notifications to the agency (fish kills, surface spills, complaints, etc.) This required numerous interviews with agency staff and research with all programs in the agency. The application design also includes a number of look up tables by various programs in the agency and also EPA. A sample CD of the notification design screens has been included with this report.

IV. Results:

*Describe results and attach additional information if necessary. Examples of results for **outcome measurement** might include progress on major milestones such as data on improvements from enforcement or compliance assurance activities, establishment of a baseline for compliance rate, development of a data system, completed methodology, survey design complete, or survey results obtained. Examples of results from **data quality** might include actual improvements in data quality or completeness, use of the data for program management. Examples of results from **public access** might include successfully making information available or statistics on the actual use of the information by the public (e.g., website hits).*

OCT-DEC 2001 – The team has been formed and initiated work on collecting complaint forms from around the agency.

JAN-MAR 2002 – The team continues to work on the agency wide complaint form. Form should be completed in next quarter.

APR-JUN 2002 – The team completed the draft complaint form and an SOP reviewed and approved by the team and first round review by agency management. A prototype web form/application was

developed.

JUL-SEP 2002 – The IT section spent this quarter evaluating and installing new equipment for the agency information systems, email, and web pages. This work was not part of this grant but prevented the IT section from moving forward with the next steps, which was the implementation of the web based form. In September, because of the changed priorities for the IT section and the delay with this project, a grant extension was requested. No work is being completed on the grant at this time, because the status of the grant extension is unknown.

SEP-DEC 2002 (1st 2003)– No work was completed on project, continuation of infrastructure work from prior quarter. – grant extension was received

JAN-MAR 2003 (2nd 2003)– Work on the project was restarted. With the development of our graphical/browser interface to IIS, we reviewed the design process and included an interface to our IIS in the initial design of the complaint system. In addition, we are incorporating a process for the receipt of notifications (i.e. fish kills, chemical spills, etc) along with the complaint process. The system will be consistent with our new IIS interface and when appropriate will be tied to our existing facility and chemical information. We are actively working on this project and expect to have the complaint portion completed by late summer.

The delays in the project have really been a positive outcome for us. We are now in a position to incorporate all notifications in to this process. (We are using some other monies in the agency to supplement this project and the expanded functionality.) If we would have completed this last year as projected, we would be looking to modify the application at this time to be consistent with our other ongoing work.

APR-JUN 2003 – Design was continuing – to include all agency notifications and the interoperability with the new graphical IIS application process.

JUL-SEP 2003 – Continuing with the design process. Design to be turned over to the contract programmers in mid October 2003. Anticipate the programming to start around November 1, 2003.

V. Other

Reports should be sent to your EPA Regional Project Officer, and to David Piantanida at the email or address below.

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